Vacancy Announcement – June 06, 2018

U.S. Mission Maputo/Mozambique

Announcement Number: Maputo-2018-019

Position Title: HIV Treatment Team Lead

Opening Period: (June 11, 2018) – (July 11, 2018)

Series/Grade: FSN 550 12

Salary: (USD) 65,020

For More Info: Human Resources Office: Filipe Machava

Who May Apply: All Interested Applicants / All Sources

For USEFM - FP is 03. Actual FS salary determined by Washington D.C.

Security Clearance Required: Public Trust

Duration Appointment: Indefinite subject to successful completion of probationary period

Marketing Statement: We encourage you to read and understand the <u>Eight (8) Qualities of Overseas</u> <u>Employees</u> before you apply.

Summary: U.S. Centers for Disease Control and Prevention (CDC) at the U.S. Mission in Maputo/Mozambique is seeking eligible and qualified applicants for the position of HIV Treatment Team Lead.

The work schedule for this position is: Full Time (40 hours per week)

Start date: Candidate must be able to begin working within a reasonable period of receipt of agency authorization and/or clearances/certifications or their candidacy may end.

Supervisory Position: Yes

Duties: The incumbent of this position is a senior HIV/AIDS clinician and a key advisor on HIV treatment issues to the Care & Treatment Branch Chief. Job holder provides comprehensive public health technical, administrative and managerial advice and assistance in support of HIV treatment activities provided under the President's Emergency Plan for AIDS Relief (PEPFAR). Responsibilities include day-to-day program management, development of new activities/strategies, and monitoring, reporting and close collaboration with PEPFAR partners to ensure implementation is carried out in accordance with program strategic objectives and internationally recognized best practices in treatment. Partners include other

U.S. government agencies receiving PEPFAR funds, as well as Mozambican Ministry of Health, Global Fund, International Organizations (IO) and Non-Governmental Organizations (NGO) involved in treatment of HIV/AIDS in Mozambique. Jobholder represents CDC Mozambique on HIV treatment issues at technical, policy and strategic planning meetings, including meetings with collaborators and donor agencies.

Qualifications and Evaluations

EDUCATION: Doctoral level (DrPH, MD or PhD) degree or host country equivalent in medicine, nursing, public health, epidemiology, behavioral or social sciences field is required.

Requirements:

EXPERIENCE: Five-years of mid-to-senior level public health experience in developing, implementing and evaluating HIV/AIDS treatment programs or other relevant public health programs that involve coordination with an international agency or implementing partner is required. One additional year of experience at the supervisory level with multiple staff is required.

JOB KNOWLEDGE: Comprehensive knowledge and experience in HIV/AIDS treatment is required. Thorough public health knowledge of current HIV/AIDS issues is required. Strong skills in the clinical management of HIV/AIDS. Comprehensive knowledge of the host government health care system and structures including familiarity with MOH policies, program priorities and regulations is required. Good working knowledge of USG HIV/AIDS public health programs, strategies, methods, processes and techniques used to plan, develop, implement and evaluate results of treatment programs is required. Good working knowledge of team management techniques to plan, organize and direct multi-disciplinary project teams and activities and overall administrative requirements, budgeting and fiscal management in support of contracts/cooperative agreements/grants/purchase requisitions is required.

Evaluations:

LANGUAGE: Level 4 (Good Working Knowledge) Speaking/Reading/Writing of Portuguese is required. Level 4 (Fluent) Speaking/Reading/Writing of English is required. (This will be tested.)

SKILLS AND ABILITY: Strong oral and written communications skills are required. Ability to analyze, understand and discuss new program design, management and implementation approaches is required. This includes the development of evaluation designs, use of reliable and valid instruments, and methods for data collection, analysis and reports. Ability to lead project teams and workgroups and to develop effective working relationships with national and international working partners is required. The incumbent will be expected to exercise considerable ingenuity and tact in applying guidelines to unique and different settings, as the work is highly complex. Considerable innovation will be required to influence other collaborative organizations engaged in HIV/AIDS treatment programs to adopt appropriate strategies for their program activities. Intermediate user level of word processing, spreadsheets and databases is required. Strong skills with interpretation of program monitoring and evaluation of data are required.

Qualifications: All applicants under consideration will be required to pass medical and security certifications.

EQUAL EMPLOYMENT OPPORTUNITY (EEO): The U.S. Mission provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation.

Other information:

HIRING PREFERENCE SELECTION PROCESS: Applicants in the following hiring preference categories are extended a hiring preference in the order listed below. Therefore, it is essential that these applicants accurately describe their status on the application. Failure to do so may result in a determination that the applicant is not eligible for a hiring preference.

HIRING PREFERENCE ORDER:

- (1) AEFM / USEFM who is a preference-eligible U.S. Veteran*
- (2) AEFM / USEFM
- (3) FS on LWOP and CS with reemployment rights **

* IMPORTANT: Applicants who claim status as a preference-eligible U.S. Veteran must submit a copy of their most recent DD-214 ("Certificate of Release or Discharge from Active Duty"), equivalent documentation, or certification. A "certification" is any written document from the armed forces that certifies the service member is expected to be discharged or released from active duty service in the armed forces under honorable conditions within 120 days after the certification is submitted by the applicant. The certification letter should be on letterhead of the appropriate military branch of the service and contain (1) the military service dates including the expected discharge or release date; and (2) the character of service. Acceptable documentation must be submitted in order for the preference to be given.

** This level of preference applies to all Foreign Service employees on LWOP and CS with re-employment rights back to their agency or bureau.

For more information (i.e., what is an EFM, USEFM, AEFM, MOH, etc?) and for additional employment considerations, please visit the following link: https://careers.state.gov/downloads/files/definitions-for-va

How to Apply: All candidates must be able to obtain and hold a Public Trust clearance. Applicants must apply through https://erajobs.state.gov/dos-era/moz/vacancysearch/searchVacancies.hms

Required Documents: Please provide the required documentation listed below with your application:

Residency and/or Work Permit (if applicable)

- ID or Passport copy
- Degree (not transcript)
- Certificate or License
- DD-214 Member Copy 4, Letter from Veterans' Affairs, or other supporting documentation (if applicable)
- SF-50 (if applicable)

What to Expect Next: Applicants who are invited to take a language or skills test, or who are selected for an interview will be contacted via email.

For further information: the complete position description listing all of the duties, responsibilities, required qualifications, etc. may be obtained by contacting the Human Resources office.

Thank you for your application and your interest in working at the U.S. Mission in Maputo/Mozambique.